

5010-104

UNITED STATES GOVERNMENT

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Memorandum

TO : Registrar/TR

DATE: 9 July 1965

FROM : C/AIB/RS/TR

SUBJECT: Weekly Activities Report No. 18
6 - 9 July 1965

25 YEAR RE-REVIEW

I. SIGNIFICANT ITEMS

None

II. OTHERS

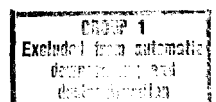
A. C/AIB is keeping C/OS/TR, C/CTP/TR, and DDP/TRO informed of the day-to-day status of the enrollment in the PM Course which begins on 2 August. Today's count is still 28; 16 from the CTP rolls, one from OMS, and 11 from the DDP. C/OS is keeping [] informed. 25X1

25X1 B. According to C/HT/OS, the IR Familiarization, beginning 12 July may be canceled because of the critical illness of the wife of [] the Chief Instructor. Enrollment is at its maximum of seven. Until we have word from HT/OS, we are to do nothing about notifying those who have been approved for attendance of the possibility of the cancellation.

25X1 C. [], NPIC, told me of a type of Reading Improvement Program that has been set up for employees at the Center. He has run the program a "couple of times" and people, he reports, are enthusiastic. Ed extended an invitation to C/AIB to visit NPIC for a briefing on the instruction and to see the equipment that NPIC has purchased for the course. Because of the interest that [] of IPF/IS has in a reading pro-25X1 gram, I talked to him about the existence of the course at NPIC. (He hadn't heard of this one in particular.) Ed is especially interested and would like to be included in the visit C/AIB arranges with []

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SUBJECT: Weekly Activities Report No. 18 (cont.)

25X1 D. [] C/MTF/IS/TR, reported the
DDTR's decision that there is no need for a Special Bulletin to
25X1 announce the Management Course that will be given 8 - 13
August at [] Members of AIB are making it a point
to mention in telephone conversations with TOs the availability
of the course to their people. So far there are no additional
numbers to the present 10 or 12 (from [] who are 25X1
scheduled to take the course.

E. A memo of invitation to the four-day (19-22
July) Program for Principals at the Senior Officer Schools
(1965-66) was sent by the IOF/IS/TR. As a follow-up to the
memo and at the request of [] the Program Coordi- 25X1
nator, AIB will confirm by phone the attendance of each of the
participants in time for Larry to have an accurate roster for
his use on the Wednesday before the program begins.

25X1 F. As part of the information that C/ETB needed
for [] compiled a list of names
25X1 of Agency employees who completed external training, within
the past five years, in [] The in-
formation was taken from the current Agency Training Record.
No facilities were specifically identified but included were names
of employees who had had the training at such places as the FSI,
SAIS, Georgetown, Monterey, Berlitz, and others.

25X1 G. [] attended the special three-day (six
hours) instruction on the details of processing travel orders and
travel vouchers. [] attended the first two days of the 25X1
instruction.



Attachment

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